

Supporting People

**Minutes of the Supporting People Commissioning Body and Strategic Core Group
Special Governance Meeting
held between 2-4pm on Wednesday 30 July 2008**

Present:

CB Members:	Moira Wilson	Strategic Director Adult Services, City of Bradford Metropolitan District Council (Chair)
	Matt Neligan	Bradford & Airedale Teaching Primary Care Trust
SCG Members	David Shepherd	Assistant Director Housing Service, City of Bradford Metropolitan District Council, Chair of the SCG
	Sheila Bamford	Executive Director-Horton HA (Provider Rep)
	Neal Heard	Service User Involvement Worker (Bradford Alliance on Community Care (BACC), Service User Advocate Representative
	Mike Harney	City Homes in Mind (Provider Rep)
	Graham Mynott	Director, Key House Project (Provider Rep)
	Liz Barry	Partnership Commissioning – Bradford & Airedale PCT (Health substitute)
	John Howarth	Manager, Strategic Commissioning & Service Improvement Adult Services, City of Bradford Metropolitan District Council
	Denis Gale	Principal Commissioning Manager Children's Services, City of Bradford Metropolitan District Council
	Lal Saki	Social Care, Children Services, CBMDC

Officers in attendance:

Wendy Hall	Strategic Partner Representative – Programme Manager, Partnerships, City of Bradford Metropolitan District Council
Jayne Hellowell	SP Lead Officer, City of Bradford Metropolitan District Council
Dave Preston	Service Manager - Performance & Business Support, City of Bradford Metropolitan District Council
Rachel Lorimer	SP Service Development and Research Manager, City of Bradford Metropolitan District Council
Pam James	Service User Advocate Representative

Elected Councillors: Cllr Dale Smith Social Care Portfolio Holder

Special attendance: Domini Gunn-Peim Audit Commission
Lorraine Regan Department of Communities and Local Government
Sarah Fowley Student Placement (CLG)

1. Welcome and apologies

Peter Hart (SCG)	Housing Services Manager, West Yorkshire Probation (SCG Vice Chair)
Neil Maloney (CB)	Assistant Chief Officer – West Yorkshire Probation
Guy Van Dichele	Assistant Director Commissioning, Performance & Business Support and SP, City of Bradford Metropolitan District Council (Accountable Officer)
Steve Wilkinson	Divisional Service Manager -Services to Children & Young People, City of Bradford Metropolitan District Council
Tony Moore	LD/MH Commissioning Manager, City of Bradford Metropolitan District Council
Yusuf Karolia	Principle Officer – Housing Strategy, City of Bradford Metropolitan District Council

Jayne welcomed members to the special governance day which was aimed at raising awareness of the requirements of the government in relation to the running of the programme and by the audit in relation to what the inspectors would expect from governing members when they come to inspect in January 2009.

2. Governance – Lorraine Regan (LR) - Department of Communities and Local Government (CLG)

LR gave a presentation on 'Delivering Housing Support in the new landscape'.

Presentation attached to these minutes. The key points from the presentation were:

- Housing related support should be used for:
 - i. Prevention.
 - ii. Demonstrate financial benefits provided through SP investment
 - iii. Early intervention.
- SP should demonstrate that outcomes are being achieved through CLG outcomes forms.
- Links should be made to the Local Strategic Partnerships in preparation for the unringfencing of the SP Grant in 2009.
- Local Area Agreements are seen as one way in which to deliver housing related support.

3. KLOE's – Domini Gunn-Peim (DG) - Audit Commission

DG gave a presentation on achieving excellence in governance. She reminded the group that the presentation was part of the Audit set up process in preparation for the inspection in January 2009. *Presentation attached to these minutes.* The key points from the presentation were:

- Corporate commitment.
- Strategic Core Group and Commissioning Body clear of responsibilities and reporting arrangements between each other.
- Accountable Officer champion for the programme.
- Wider partnerships in place with commissioners to include protocols, and with providers to recognise their role.
- Clear approach to working with the voluntary sector.

4. Discussion and questions

LR – the decision to lift the ring fence will be made by ministers in October based on the outcomes of the pilots.

LR – Authorities must talk about housing related support rather than Supporting People (SP).

LR – Authorities should look for innovative solutions to commissioning, for example with other authorities to make efficiencies.

LR – Outcomes are key to demonstrating that housing related support is effective.

DG – It is vital that evidence is available to demonstrate outcomes. Housing related support must be understood at a corporate level and elected members must demonstrate their understanding.

DG – Safeguarding is a high priority and so are young people in terms of them having a voice.

Moira Wilson (MW) outlined that SP will form part of the Joint Needs Assessment for Bradford.

David Shepherd (DS) said that he supported the bottom up approach to governance with the Strategic Core Group reporting to the Commissioning Body (CB).

DG said that it is most effective when the SCG makes recommendations to the CB. The SCG's role is to argue out research and act as a critical friend before making recommendations to the SCG.

Wendy Hall (WH) reiterated that Local Area Agreements were only one means by which to deliver housing related support and that there are opportunities to be creative.

LR said that there was still the worry that there would be a push toward using housing related support to delivery statutory responsibilities and acute delivery because of shortfalls in budgets.

Sheila Bamford (SB) said that she had concerns that the piloting of the removal of the ring fence had not been long enough to demonstrate its impact.

LR gave reassurance that 130 excellent authorities had the opportunity of unringfence and hadn't used the Grant for other purposes.

WH confirmed that at a corporate level they aren't looking to shift funds about and that they need to work to understand what housing related support can do.

Jayne Hellowell (JH) said that a number of indicators had been outlined as part of the LAA refresh and that outcomes will be in future in service contracts.

DG said that Bradford was still a high risk council.

DS queried if there was a pre-determined outcome for the inspection?

DG said no but it is a full inspection and not a progress report.

Denis Gale said that there would be links to the families' board.

MW said that strategic links are critical with all partners as it was important to maintain people's independence across neighbourhoods and across all client groups.

Graham Mynott (GM) asked about support to small providers.

DG said that SP should have a statement on how small providers are supported and preferably a regional statement. Salford had addressed issues with small providers by agreeing and working with them.

JH asked if the update to the QAF had been applied to small providers. LR said not and that the QAF lite was the same. JH also said that Bradford was offering support to small providers with procurement around the completion of the PQQ and using the Supplier Contract Management System.

DS said that the service user involvement in Bradford was effective and felt it wasn't tokenistic but asked what would be considered tokenistic.

DG said that the best test was the amount of complaints the users made. If a user feels they can complain it means that they have a voice. DG followed to say that providers who had not been seen for a long time, where complaints had been made or where there are safeguarding issues should be considered as a risk and actions though validations taken.

DG said that the audit expects a level of maturity in the programme and it was worth contacting an authority that had recently gone from 0 stars to 1 star.

JH expressed her thanks to Lorraine and Domini and to members for attending.